

**SABIT GROUP PROGRAM****HOTEL MANAGEMENT****MAY 13 – JUNE 10, 2006****PROGRAM TOPICS****Financial Management**

Accounting principles and systems
Revenue management and enhancement
Cash flow analysis and forecasting
Pricing policy and considerations
Taxation
Financial forecasting and capital budgeting
Sources of finance

New Concepts and Technologies

eBusiness strategies
IT applications in hotel management
Entry systems
Revenue maximization strategies
In-room entertainment and information
Incentive travel promotions

Operations

Food and beverage
Kitchen management
Food handling and preparation
Service management
Cost control systems
Physical structure
Engineering
Maintenance
Housekeeping
Conference and convention services
Event planning and management
Catering
Audio/video equipment services
Service management
Guest services
Front desk
Room service
Business centers
Tourism and transport services

Business Development

Marketing and branding
Market research and analysis
Advertising and promotion
Sales
Franchising/property acquisition

Human Resources

Staffing needs and analysis
Recruitment
Training and retention
Staff benefits, health and safety
Staff and management relations

This is not an exhaustive list. Host companies are invited to discuss any of these and other topics related to hotel management or hospitality services. For more details on specific interests, or to learn how you can participate, please contact:

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